

# DEVELOPMENTAL COUNSELING FORM

For use of this form, see FM 22-100; the proponent agency is TRADOC

## DATA REQUIRED BY THE PRIVACY ACT OF 1974

**AUTHORITY:** 5 USC 301, Departmental Regulations; 10 USC 3013, Secretary of the Army and E.O. 9397 (SSN)  
**PRINCIPAL PURPOSE:** To assist leaders in conducting and recording counseling data pertaining to subordinates  
**ROUTINE USES:** For subordinate leader development IAW FM 22-100. Leaders should use this form as necessary.  
**DISCLOSURE:** Disclosure is voluntary.

## PART I - ADMINISTRATIVE DATA

|   |                       |  |                                    |
|---|-----------------------|--|------------------------------------|
| Name (Last, First, MI)<br>ADKINS, PAUL D.                         | Rank/Grade<br>MSG/E-8 | Social Security No.<br>(b) (6)                                 | Date of Counseling<br>07 JUNE 2010 |
| Organization<br>HHC, 2BCT, 10MTN DIV (LI), COS HAMMER, IRAQ 09308 |                       | Name and Title of Counselor<br>STEVEN J. LIM, CPT, BRIGADE S-2 |                                    |

## PART II - BACKGROUND INFORMATION

**Purpose of Counseling:** (Leader states the reason for the counseling, e.g., performance/professional growth or event-oriented counseling, and includes the leader's facts and observations prior to the counseling.)

Event oriented counseling for 2BCT Brigade S-2 NCOIC: PFC Manning's email on 24 April 2010

## PART III - SUMMARY OF COUNSELING

Complete this section during or immediately subsequent to counseling.

### Key Points of Discussion:

MSG Adkins, you showed me an email from PFC Manning that you received on 24 APRIL 2010. The email you sent me contained a write up from PFC Manning regarding his problem with cross dressing and gender identity. You forwarded the email to me on 03 JUNE 2010. The email also included a picture with him in a wig and make-up. After thinking about it overnight, I feel the need to address some concerns regarding this situation. The point of this counseling is to identify the reasons why you did not bring forth PFC Manning's issues to the chain of command. Upon reading the email and looking at the picture, it is obvious that PFC Manning has mental health issues and gender identity crisis. You could have brought the issue to me, even though I was going on EML on 28 APRIL 10. We both should have sought out guidance from the CDR/ISG, or BCT XO/CSM. PFC Manning possessed a TS/SCI clearance. Upon receipt of the email, he should have immediately been removed from the SCIF and had his clearance DEROG'd, followed up by a recommendation for a command referral behavioral health appointment. Under no circumstances should we have allowed him to continue to perform his duties as an intelligence analyst. I was not present for his next outburst which occurred a few days later when PFC Manning assaulted SPC Showman inside the SCIF. If we would have removed him upon receipt of the email on 24 APRIL 2010, that incident would not have occurred. I am responsible for everything that does and does not happen in our shop. That is not the type of environment I want to create and I feel that contributes to a negative command climate. I think it was obvious to our Soldiers that PFC Manning had issues and should not have been working in the SCIF. We cannot allow that type of behavior to be the standard. As intelligence professionals, we should hold our Soldiers to higher standards which our leaders should enforce. On 26 APRIL 2010, you wrote a memorandum for record to the behavior health doctor. This was a good move on your behalf. You addressed PFC Manning's email to the doctor which was the right thing to do. I think you did a very good job describing his personal issues. However, this still doesn't negate the fact that you should have brought PFC Manning's email up to my attention for further action.

### Answer the questions below:

- Why did you not show me PFC Manning's email prior to 03 JUNE 2010?  
 - tried to handle at the lowest level  
 - based on experience, thought therapy would help
- Why did you not remove him from the SCIF and DEROG his security clearance after reading his email?  
 - same as above  
 - should have talked it over together  
 - hind sight is 20/20

I honestly do not know what I would have done to PFC Manning if I were in your situation. However, I would have sought guidance from the chain of command. If you did not submit the memorandum for record to the behavioral health doctor, your lack of action would have clearly been a case of dereliction of duty. In the future, do not hesitate to report to me any issues with our Soldiers. I have already tasked you to conduct a thorough review of our OPSEC procedures with recommendations to prevent spillage issues in future. I also ask you to take a look at our other Soldiers mental health statuses. I'm not saying there is issues, I just want you to take a closer look and make sure we don't have another incident like PFC Manning in the future

## OTHER INSTRUCTIONS

This form will be destroyed upon: reassignment (other than rehabilitative transfers), separation at ETS, or upon retirement. For separation requirements and notification of loss of benefits/consequences see local directives and AR 635-200.

**Action:** (Outlines actions that the subordinate will do after the counseling session to reach the agreed upon goal(s). The actions must be specific enough to modify or maintain the subordinate's behavior and include a specified time line for implementation and assessment (Part IV below).)

- We will conduct follow up counseling quarterly, or as needed

- Complete the OPSEC assessment

- Evaluate our current Soldier's mental health assessments and brief me on any concerns

**Session Closing:** (The leader summarizes the key points of the session and checks if the subordinate understands the plan of action. The subordinate agrees/disagrees and provides remarks if appropriate.)

Individual Counseled: ☒ I agree ☐ disagree with the information above.

Individual counseled remarks:

Signature of Individual Counseled:



Date:

08 JUN 10

**Leader Responsibilities:** (Leader's responsibilities in implementing the plan of action.)

Signature of Counselor:



Date:

08 JUN 10

#### PART IV - ASSESSMENT OF THE PLAN OF ACTION

**Assessment:** (Did the plan of action achieve the desired results? This section is completed by both the leader and the individual counseled and provides useful information for follow-up counseling.)

Leader:

Individual

Date of Assessment:

**Note:** Both the counselor and the individual counseled should retain a record of the counseling.